



# Southern California Association of Governments

## Human Resources

818 West 7th Street, 12th Floor, Los Angeles, California 90017 • (213) 236-1910 • [www.scag.ca.gov](http://www.scag.ca.gov)

## REGIONAL PLANNER #275

### Housing/Growth Forecasting, Community Development Division

#### Assistant/Associate/Senior Regional Planner – Limited Term

**Salary: \$42,023 - \$80,833 annually**

**Starting salary dependent on Experience and Training**

**Open Until Filled. First Review of Applications, Friday, August 11, 2006**

***This position*** is an at-will limited term assignment for a minimum of two years. The position may be extended beyond two years depending upon available funding. The position may be filled at any of the three levels of Regional Planner. This is a flexibly staffed classification. Individuals hired at the Assistant or Associate level may advance to the next level without competition, once the competencies have been met and upon recommendation of their supervisor. The position reports to the program manager within Community Development. The employee will work within the Housing unit assisting with development of growth forecasts related to and required for regional housing planning, analysis, and outreach.

#### ***Other Significant Functions include:***

- Assist in extracting data from the Census, database from the HUD, preparing existing housing conditions for all local jurisdictions in the SCAG Region.
- Assist in extracting data from the Census, preparing housing allocations by income for all local jurisdictions in the SCAG Region.
- Assist in consensus building activities for SCAG growth forecasts among counties/sub-regions, local jurisdictions, and major stakeholders.
- Assist in the development of web based interactive use of the 2007 RTP growth forecasts for all local jurisdictions related to housing plan and outreach.
- Assist in developing integrated land/housing and transportation plan as required by the Compass Blueprint Grant, and methodologies assessing impacts from land use strategies.
- Assist in preparing and presenting growth forecasts/Compass Blueprint to SCAG policy/technical committees and outreach meetings throughout the region.
- Assist in preparing and participating in sub-region and local jurisdictions workshops and outreach programs.

#### ***Ideal Candidate Qualities***

- Expertise in Census data collection and analysis
- Working knowledge of GIS and SAS Programming.
- Strong communication skills
- Experience/knowledge in regional housing planning and requirements

#### ***Minimum Qualifications***

**Education:** Bachelor's degree from an accredited college or university with major course work in urban and regional planning, economics or a related field. A Master's degree can substitute for one year of experience.

**Experience and Training:** *Assistant:* One year of urban or regional planning or policy experience. *Associate:* Two years of professional urban or regional planning experience that includes economic forecasting and trend analysis. *Senior:* Four years of professional regional planning experience that includes economic forecasting and trend analysis.

**Knowledge of:** Analysis and research methods; theories, principles and practices of urban planning and development; statistical theory and methods; housing, demographics, economics, and GIS. **In addition, the Associate/Senior levels require working knowledge of:** SAS, modeling theory, methods and techniques, Census data and extracting methods; local general plans and zoning processes.

**Ability to:** Prepare clear, effective, and accurate reports and presentations; respond to public requests and inquiries. **In addition, the Associate/Senior levels require the ability to:** independently plan and coordinate multiple assignments; analyze complex problems and identify logical solutions; independently

investigate data collection and analysis problems; gain cooperation and consensus through discussion and persuasion.

### **APPLICATION AND SELECTION PROCEDURE**

Applicants **must** submit a completed SCAG application and resume to:

#### **Southern California Association of Governments**

Attn: Human Resources Office  
818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor  
Los Angeles, California 90017  
(213) 236-1910  
(213) 630-1493 fax  
[www.scag.ca.gov](http://www.scag.ca.gov)

Applications will be accepted on a continuous basis until SCAG's needs are met. This recruitment may close at any time without prior notice.

Qualified applicants will be invited to participate in the selection process based on the application and resume submitted. Applicants must clearly demonstrate through their application materials that they meet the qualifications listed above. The selection process may consist of an application screening, oral presentation, and oral board interview.

Candidates who successfully pass the selection process will be placed on a list of eligible candidates. As vacancies occur, the list of eligible candidates will be submitted to the requesting department for consideration.

### **EMPLOYMENT INFORMATION**

- Before employment, applicants will be required to provide documentation that verifies their proof of eligibility to work in the United States.
- Reference checking will be done prior to hire. A thorough background check including a review of criminal history, DMV report, pre-employment physical, alcohol and drug-screening and financial history may be conducted for certain classifications.
- Employees in limited term assignments serve no probationary period and do not accrue seniority. This is an at-will assignment and employees can be discharged at any time.

### **EMPLOYEE PROGRAMS AND BENEFITS**

- **Insurance Coverage:** Employees may choose from two HMO and two PPO CalPERS health plans and two dental plans. SCAG contributes \$720 per month towards insurance premiums with the cost difference paid out in cash. Dental and vision insurance is provided at no cost to employees. Life insurance, in the amount of \$50,000 is provided by SCAG. Short term and long term disability insurance plans are provided by SCAG.
- **Retirement:** Employees become members of the Public Employees' Retirement System (PERS) 2% @ 55 plan. SCAG pays the employee's 7% contribution. ICMA and Citistreet 457 deferred compensation plans are available. Employees do not pay into Social Security.

- **Holidays:** A total of 13 paid holidays – 9 designated and 4 floating – are provided annually.
- **Vacation:** Ten to twenty days per year, depending on length of experience.
- **Sick Leave:** Employees earn sick leave at the rate of one day per month.
- **Health, Dependent Care, and Parking Reimbursement Account:** A tax-exempt savings plan is offered to pay eligible expenses associated with health, dependent care, and parking.
- **Rideshare/Transportation Incentive Program:** SCAG pays up to \$155 towards monthly bus pass, vanpool or Metrolink, \$35 per month for ridesharing. In order to receive this benefit, employees must use one of the listed options at least 13 days per month.
- **Flexible Time/Modified Work Week:** Some employees may work a modified 9-80 work schedule, with every other Friday off. SCAG offers a flexible work schedule to allow employees some flexibility on daily work hours.
- **Other Benefits:** SCAG offers credit union membership in the E-Central Credit Union. Employees may have their paychecks automatically deposited. A tuition reimbursement program is offered to employees.

### **THE ORGANIZATION**

The Southern California Association of Governments (SCAG) is a regional planning agency and a Council of Governments, established in 1965. SCAG works to develop long-range policies and action plans to address issues of regional and sub-regional concern and to help local agencies meet Federal and State planning mandates. SCAG serves as a center for information exchange on a broad range of transportation, growth management, environmental, infrastructure, and institutional issues. The SCAG region includes six counties, one hundred eighty-four cities, 38,000 square miles and a population of 17 million. For more information on SCAG, please visit our website at [www.scag.ca.gov](http://www.scag.ca.gov).

SCAG is located in bustling downtown Los Angeles. Los Angeles (LA) is located on the beautiful California Coast, and offers a year-round Mediterranean climate. The area is known for its cultural venues, sports centers, garment and jewelry districts, high-rise buildings, shopping, tourist attractions, fine restaurants, zoos, and museums. It is home to such professional sports organizations as the LA Lakers, Clippers, Sparks, Kings, and Dodgers. Downtown LA is easily accessible by Metrolink train, underground Metro, and bus.

### **EQUAL EMPLOYMENT OPPORTUNITY**

SCAG is an equal employment opportunity employer. All personnel policies and programs are administered without regards to race, color, religion, political belief, age, national origin, sex, disability, cultural background, or sexual orientation. If you require assistance to participate in this recruitment, please call the Human Resources Office at (213) 236-1931.